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COMMISSION MAIL ROOM

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Jules Glazer Business Management
9531 Via Ricardo
Burbank, CA 91504-1215

August 26, 1998

Lisa J Simpson
Federal Election Commission
999 E Street, N.W.
Washington, DC 20463

Dear Lisa:

Enclosed is a copy of the information request letter that we send to contributors to obtain their occupation and employer.

We send the letter along with a pre-addressed, stamped return envelope for the contributor's convenience.

Our "best efforts" procedure is to make two (2) attempts to obtain the information in writing and two (2) attempts by telephone.

If you need to contact me, you can reach me at 818-504-0323.

Sincerely,



Lydia Almanza

Enclosure